

May 18, 2004

Name
Company
Address
State

Dear [prospective bidder],

The Vision 2006 Muncie-Delaware County Economic Development Alliance, in conjunction with the East Central Indiana Economic Development Council (including Grant, Blackford, Jay and Delaware Counties), is issuing the attached RFP for a four-county broadband initiative. The purpose of this project is to ensure that more businesses and citizens have access to broadband services, namely in rural communities, that do not have adequate Internet services. It is also our intent to differentiate our area from other communities by ensuring that very high speed Internet access is available in rural areas, which enables us to attract more knowledge based companies to our area.

In considering this RFP, please note that technical solutions for current broadband needs will be weighted more heavily than those for future needs. It is, however, important to include a migration path for deployment of more advanced technology as it becomes available. We are also open to technical solutions of a hybrid nature.

A pre-bid meeting for vendors will be held on Tuesday, May 25th at 3:00 p.m. in the Ball Communication Building (Room 205) located on McKinley Avenue on Ball State University's Campus in Muncie, Indiana. Videoconferencing facilities will be available to accommodate those who cannot attend the conference in person. The purpose of the conference is to detail the evaluation process and criteria and to respond to questions from prospective vendors. You are encouraged to submit questions prior to the meeting, so that common concerns can be addressed sufficiently.

The due date for responses to this RFP is June 18, 2004. If you decide, upon reviewing this RFP, that you will not submit a proposal, please notify me by email or by regular mail by June 1, 2004. We would appreciate your assistance in helping us understand your reason for not bidding.

Thank you for your consideration. Please send me notification if you will be attending the pre-bid meeting and whether you will be joining us via videoconference. I can be contacted at csteele@muncie.com or 765-751-9133.

Sincerely,

Christy A. Steele
Vice President, Technology Advancement

Enclosure